



IT Council Executive Committee Meeting
Wednesday, May 5, 1:00 pm – 3:00 pm
OCIO, 1325 J Street, Suite 1600 – Zinfandel Conference Room

TIME	#	TOPIC	PRESENTER	Action By ITCEC
1:00		PART I: ADMINISTRATION		
	1.	<i>Welcome / Opening Remarks</i>	Christy Quinlan	Questions/Comments
1:10		PART II: POLICY / UPDATES		
	2.	<i>Policies</i> <ul style="list-style-type: none"> <i>Project Reporting Tool</i> 	Evan Auberry	Questions - Project Reporting process
1:20		PART III: INFORMATION SHARING		
	3.	<i>OTech Update</i>	Nancy Johnson	Questions/Comments
	4.	<i>EA Update</i> <ul style="list-style-type: none"> <i>SRM Boot Camp</i> <i>Troux Installation</i> 	Lee Mosbrucker	Questions/Comments & Participants
	5.	<i>New Project Review Process</i> <ul style="list-style-type: none"> <i>Explanation of changes</i> <i>Expectations</i> 	Russ Guarna	Questions/Comments & Clarifications
2:00		PART IV: GUEST SPEAKERS		
	6.	<i>SPB</i> <ul style="list-style-type: none"> <i>Open Continuous Online Exams – list usage</i> 	Becky Tietz	Questions/Comments & Clarifications
	7.	<i>Toastmasters</i> <ul style="list-style-type: none"> <i>Do's & Don'ts of Speeches & Presentations</i> <i>Impromptu presentations</i> 	Louise Houdelette	Questions/Comments & Clarifications
2:55		PART V: ACTION ITEMS - NEXT MEETING		
		<i>Topics for next meeting</i> <ul style="list-style-type: none"> <i>June 2nd</i> 	Christy Quinlan	